TSO SETUP REFERENCE MANUAL

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ITD TSO SETUP Reference Manual
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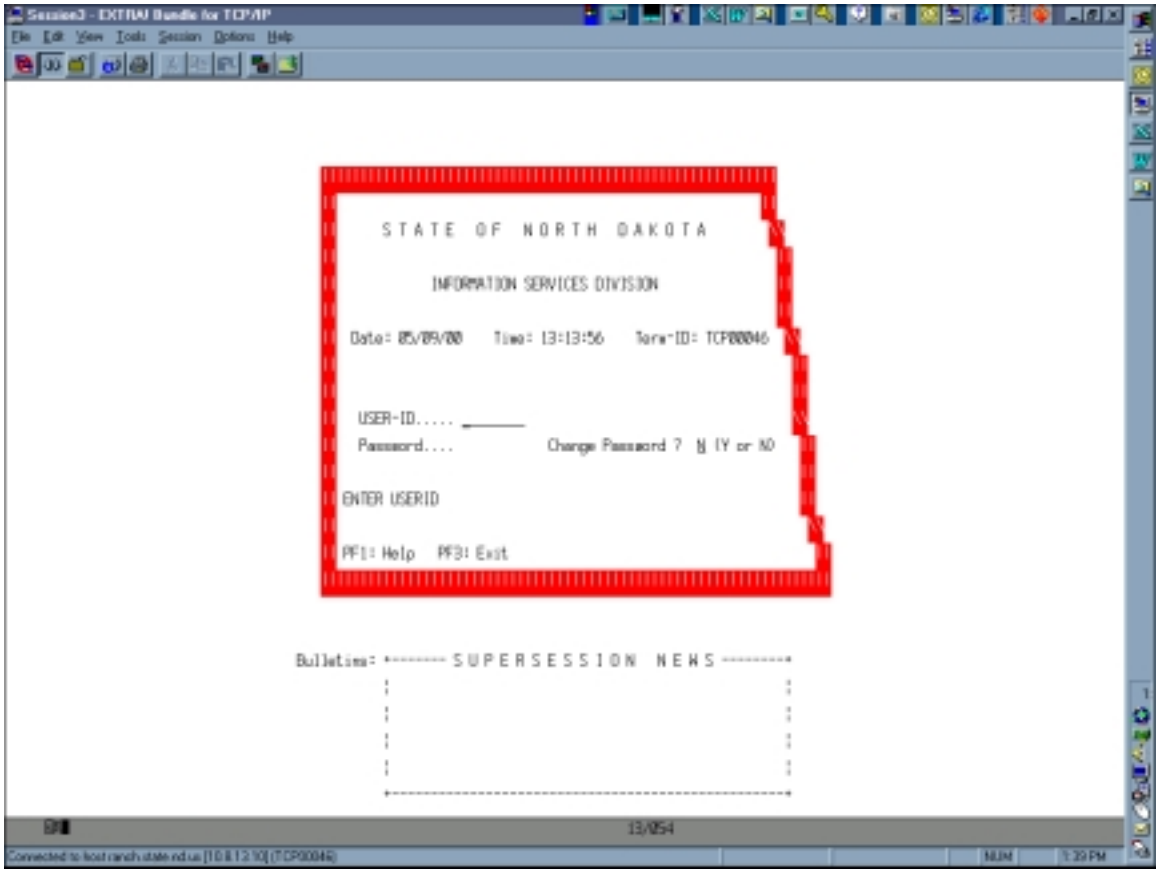
SUPERSESSION LOGON:

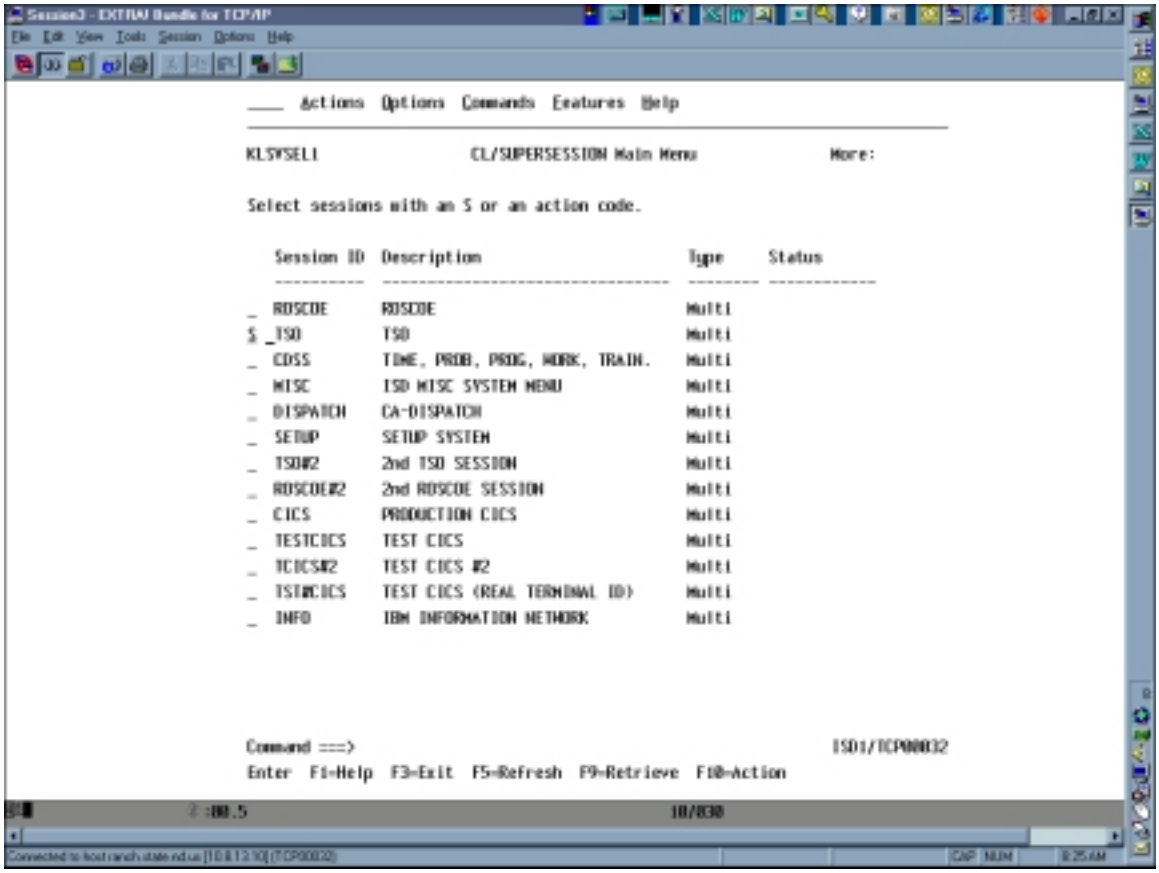
Index:



1. Enter your USER-ID and Password.
   (To change your password, see the section on CHANGING PASSWORDS.)
2. Press F3 to exit the Supersession session.

SUPERSESSION MENU:

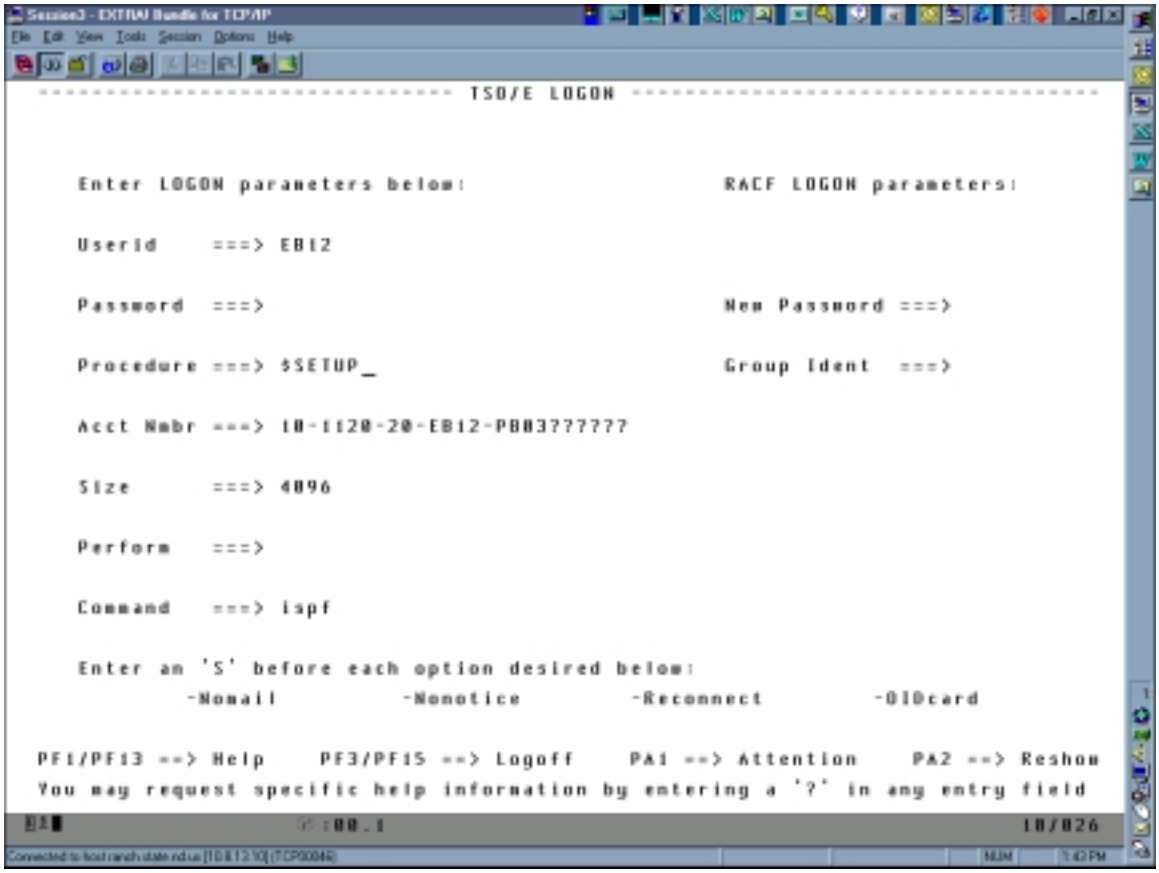
Index:



1. Enter an 'S' beside the TSO menu option and press enter.
2. Press F3 to return to the SUPERSESSION LOGON screen.

TSO LOGON SCREEN:

Index:



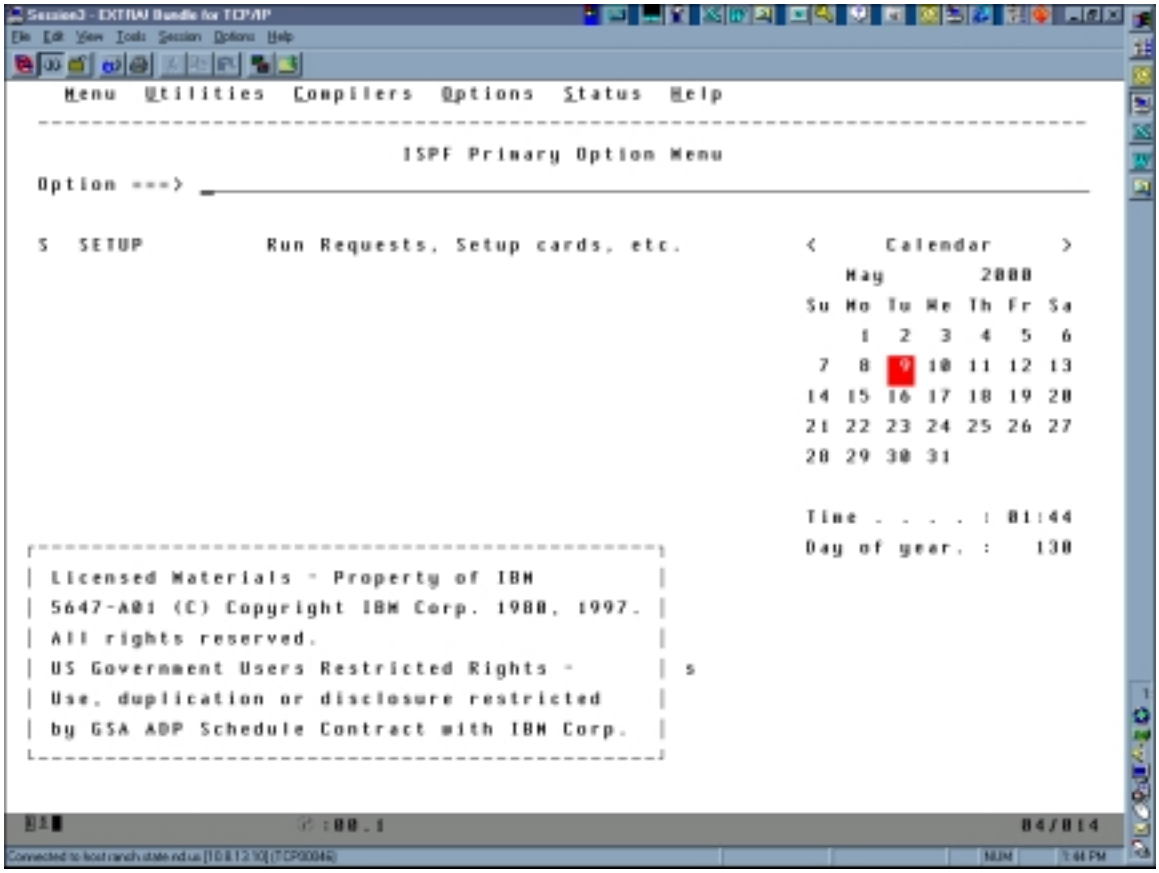
1. Your USER-ID and password will be entered by Supersession.
2. Press enter twice.
3. Press F3 to return to the SUPERSESSION MENU screen.

NOTE:

- The 'Procedure' line should contain the word '$SETUP'. If it does not, change it to $SETUP.
- For people who have authority to use additional TSO options, the 'Procedure' line should contain the word '$TSUSER'.
- ISPF menu display:
  - For automatic display of the ISPF menu, type ISPF on the 'Command' line at the bottom of the logon screen.
  - For manual display of the ISPF menu, type ISPF at the 'READY' prompt.

ISPF MENU - SETUP:

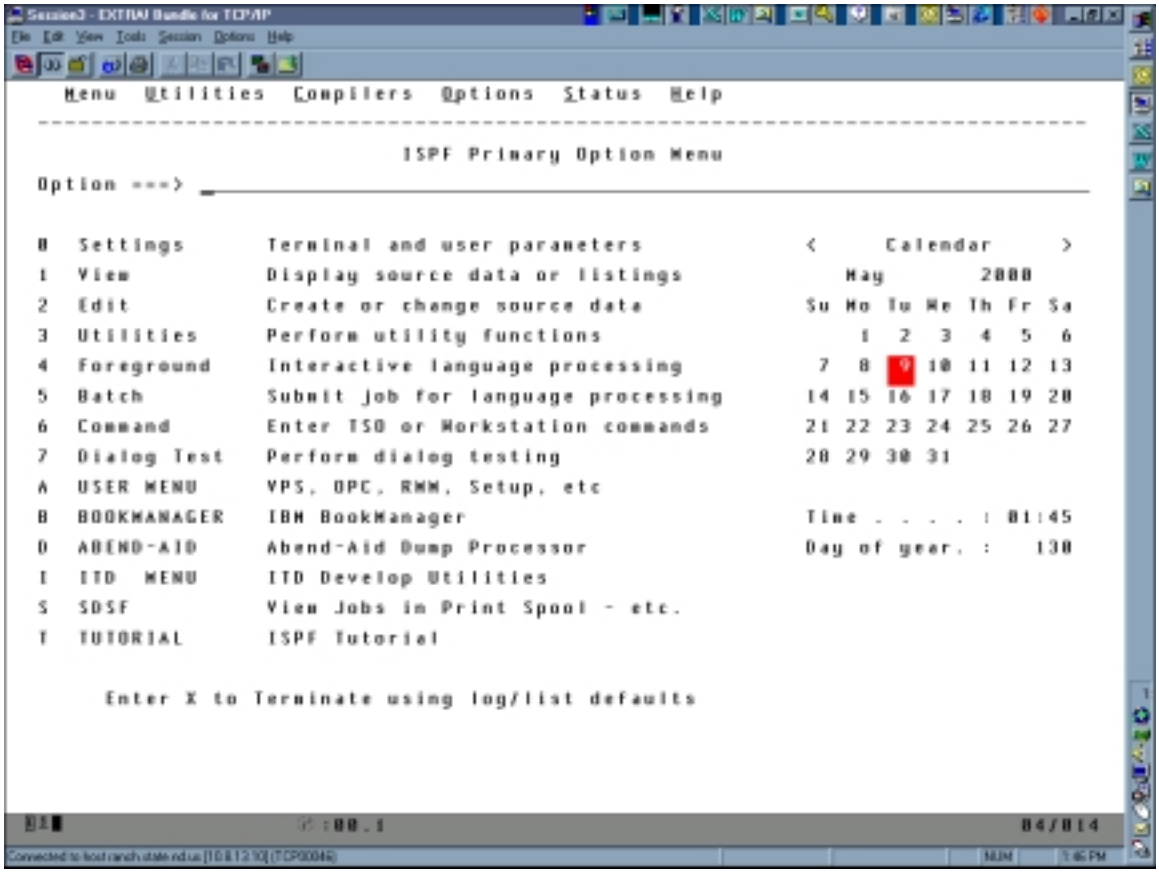
Index:



1. Type S and press enter.
2. Press F3 to return to the TSO Ready Prompt.

ISPF MENU - TSO:

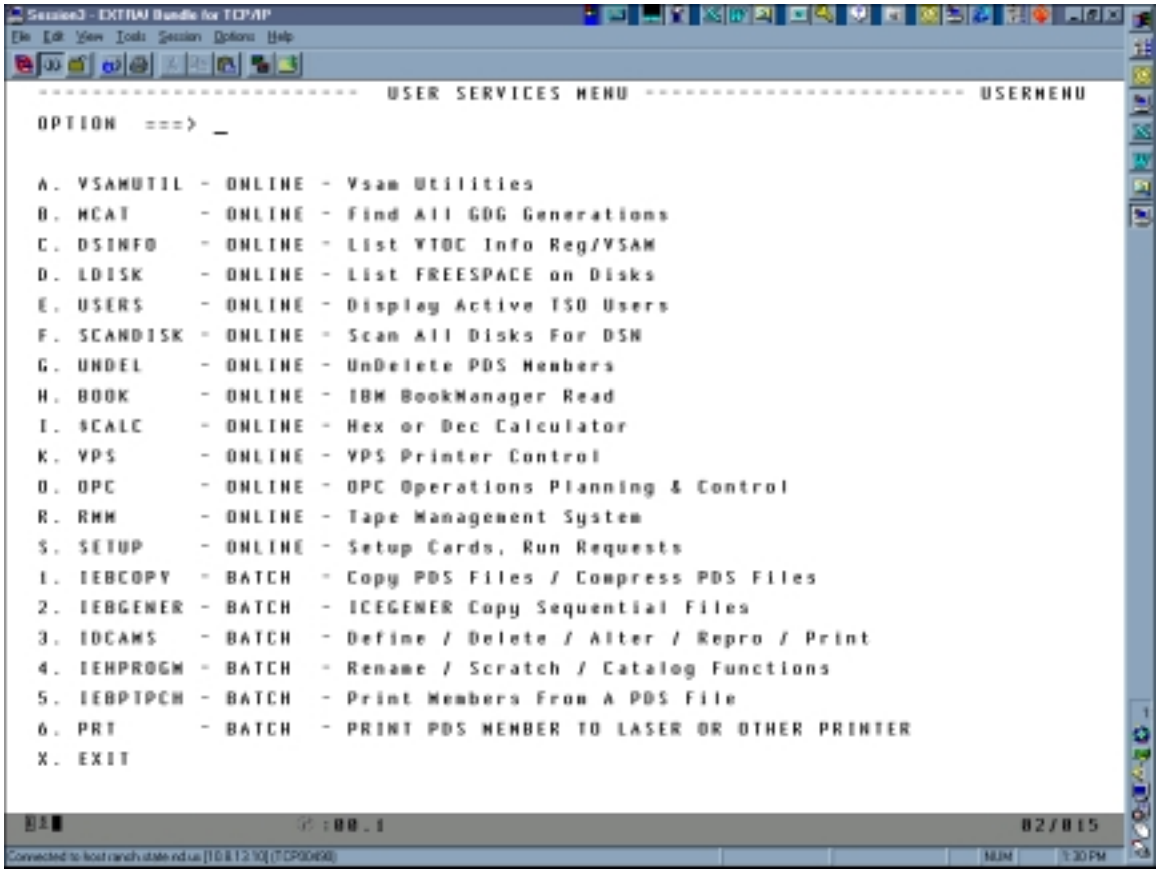
Index:



1. Type **A** and press enter.
2. Press F3 to return to the TSO Ready Prompt.

3. USER MENU:

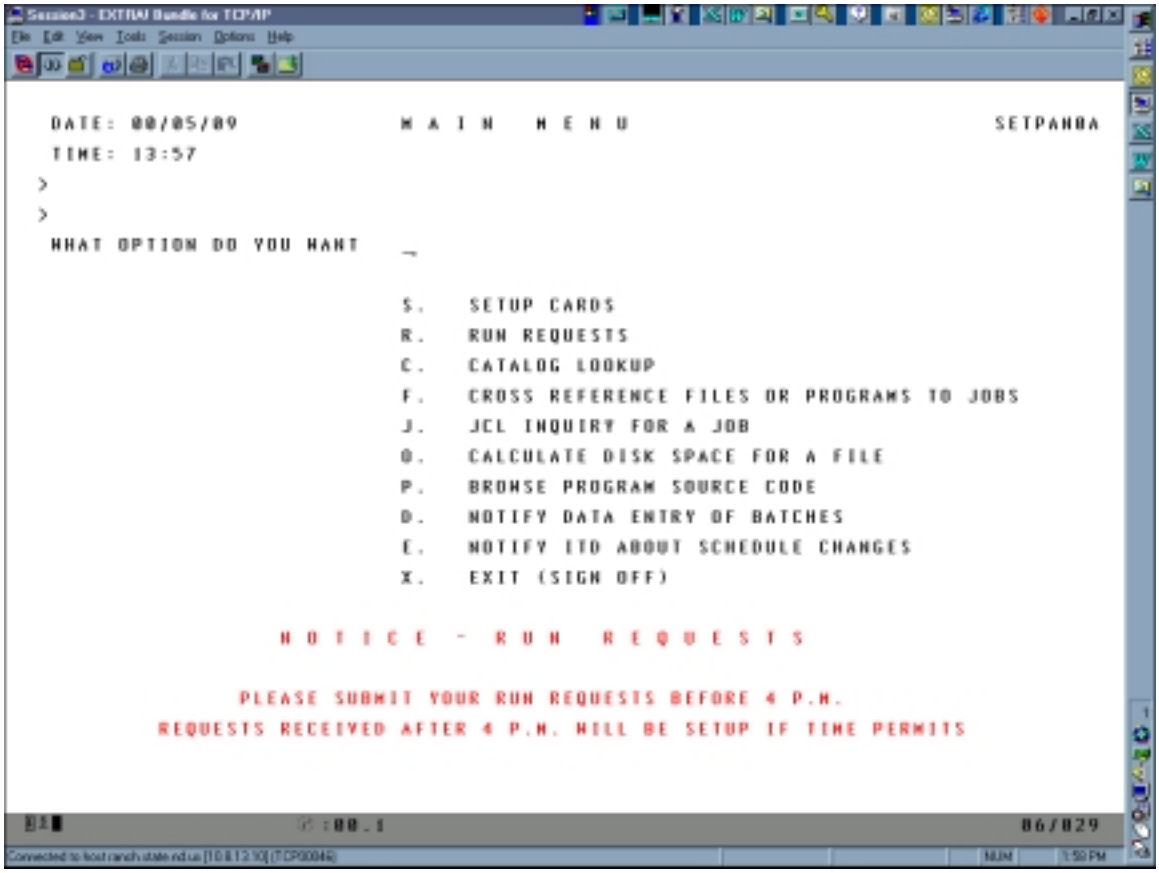
Index:



1. S. SETUP has been added to this menu.
2. Type "**S"** for the option.
3. Press enter.
4. Press F3 to return to ISPF MENU - TSO.

SETUP MAIN MENU:

Index:



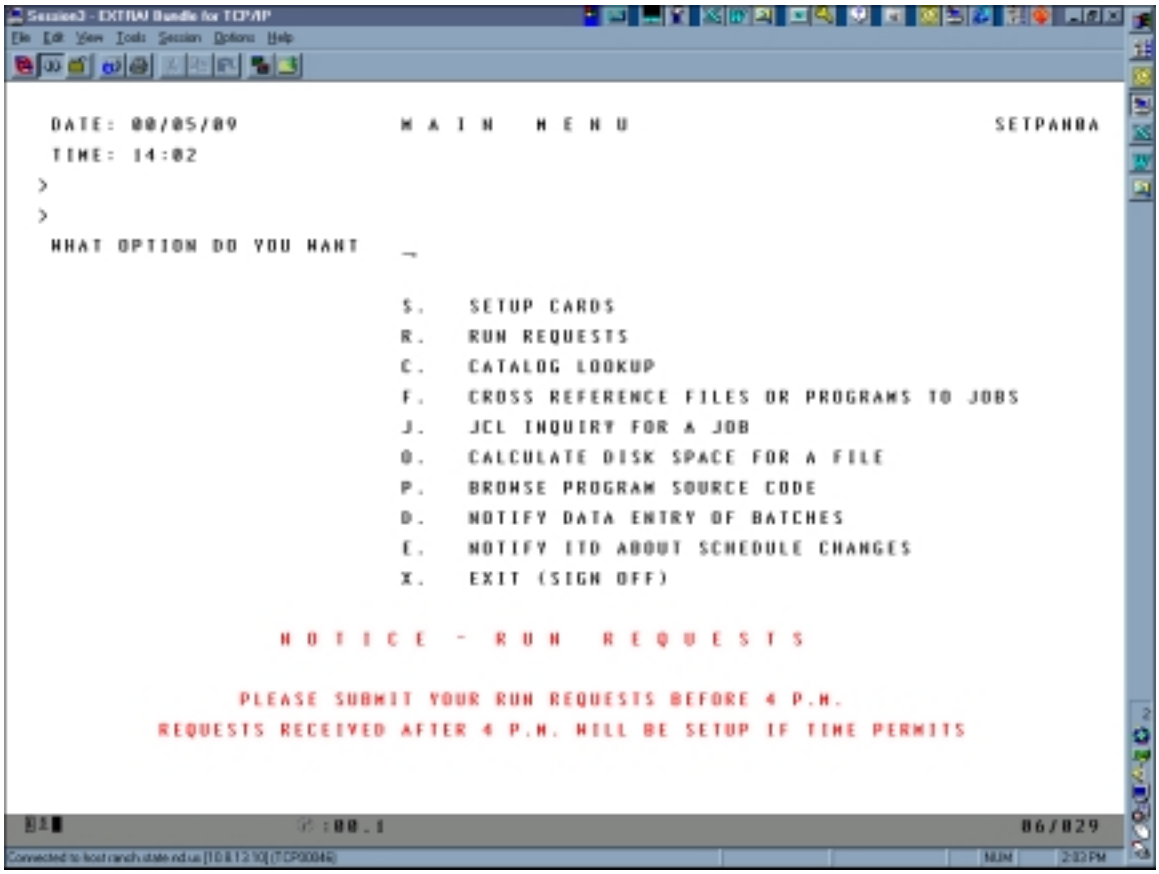
1. Type the letter beside the option you need.
2. Press enter.
3. Press F3 to return to ISPF MENU - SETUP, or USER MENU.

S. SETUP CARDS
R. RUN REQUESTS
C. CATALOG LOOKUP
F. CROSS REFERENCE FILE OR PROGRAMS TO JOBS
J. JCL INQUIRY FOR A JOB
O. CALCULATE DISK SPACE FOR A FILE
P. BROWSE PROGRAM SOURCE CODE
D. NOTIFY DATA ENTRY OF BATCHES
E. NOTIFY ITD ABOUT SCHEDULE CHANGES
X. EXIT

SETUP CARDS:

Index:

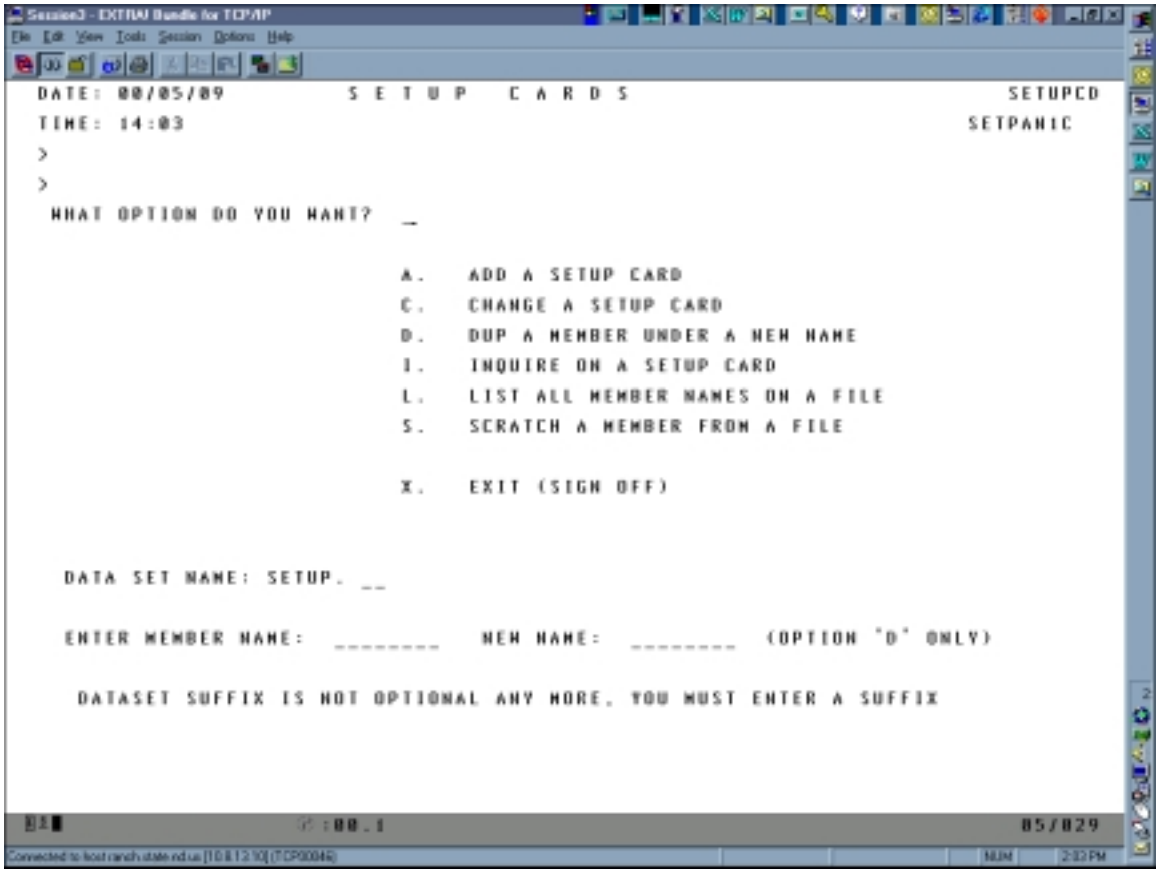
1. Member names are assigned by ITD for all setup sheets.
2. Member names ending with 01 (example: A0010101) will automatically be used on the run request without having to notify ITD.
3. Member names ending with anything other than 01 (example: A0010102) will have to be specified in the run request, to notify ITD of the change.



1. Type “S” for the option.
2. Press enter.
3. Press F3 to return to ISPF MENU - SETUP, or USER MENU.

SETUP CARDS (cont):

Index:

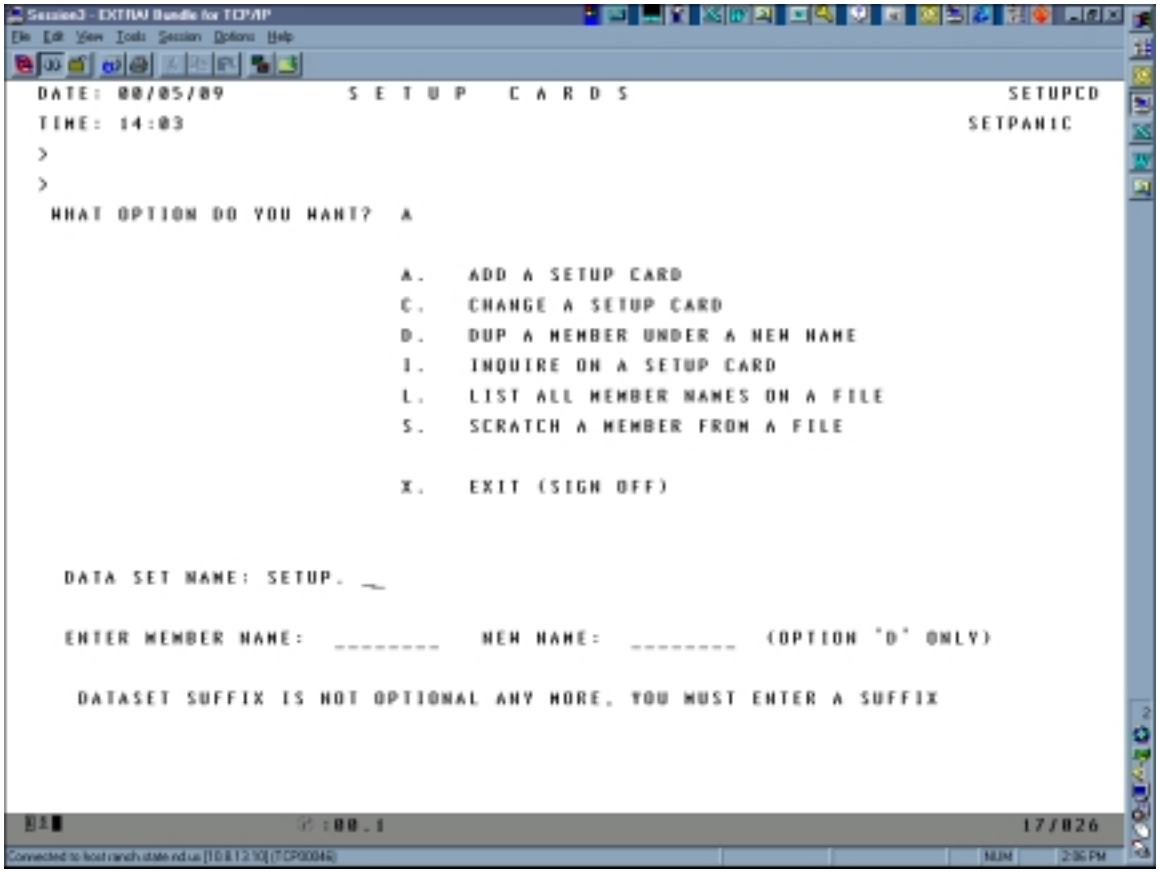


1. Type the letter beside the option you need.
2. Press enter.
3. Press F3 to return to the SETUP MAIN MENU.

A. ADD A SETUP CARD
C. CHANGE A SETUP CARD
D. DUP A MEMBER UNDER A NEW NAME
I. INQUIRE ON A SETUP CARD
L. LIST ALL MEMBER NAMES ON A FILE
S. SCRATCH A MEMBER FROM A FILE
X. EXIT

ADD A SETUP CARD:

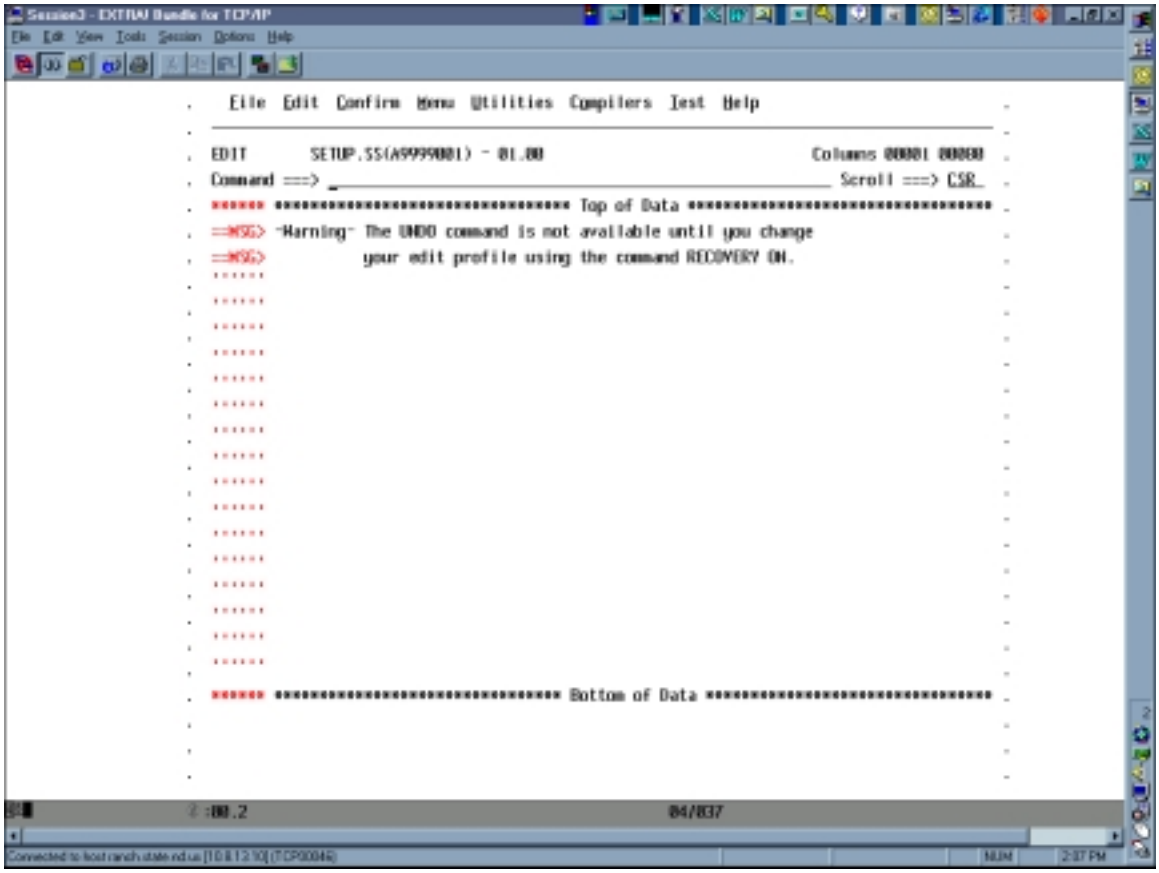
Index:



1. Type “A” for the option.
2. Type the dataset suffix in “DATA SET NAME: SETUP.”
3. Type the member name in “ENTER MEMBER NAME:”
4. Press enter.
5. Press F3 to return to the SETUP MAIN MENU.

ADD A SETUP CARD (cont):

Index:



1. Tab down to the lines starting with '…..' and type the information you need in the setup card.
2. When you press enter, the '….' will turn into line numbers.
3. On the '….' or the line numbers you can use the following commands:
   - I Insert a line.
     Each time you type something then press enter, another blank line until you press enter from a blank line.
   - R Repeat a line.
   - C Copy a line.
   - D Delete a line.
     (Additional line command help can be obtained by pressing F1).

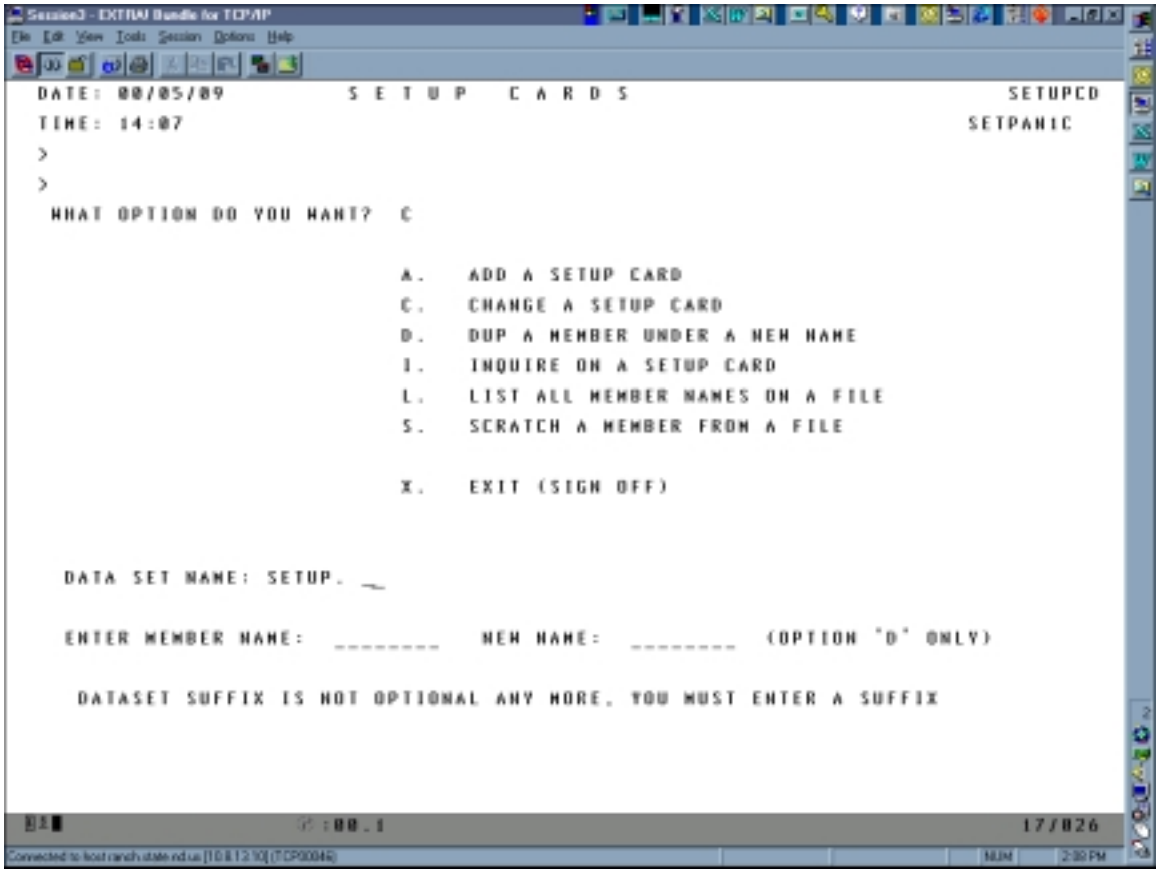
   - COLS - Add a ruler line.
     The ruler line is not a permanent part of the file. It will be removed when you save the member, or type RESET on the command line.

   - RESET – On the command line will remove messages, ruler line, etc.
     (NOTE – the 'HOME' key will place the cursor on the command line).

4. To cancel changes made, type CANCEL on the command line.
5. Press F3 to SAVE and return to SETUP CARDS menu.

CHANGE A SETUP CARD:

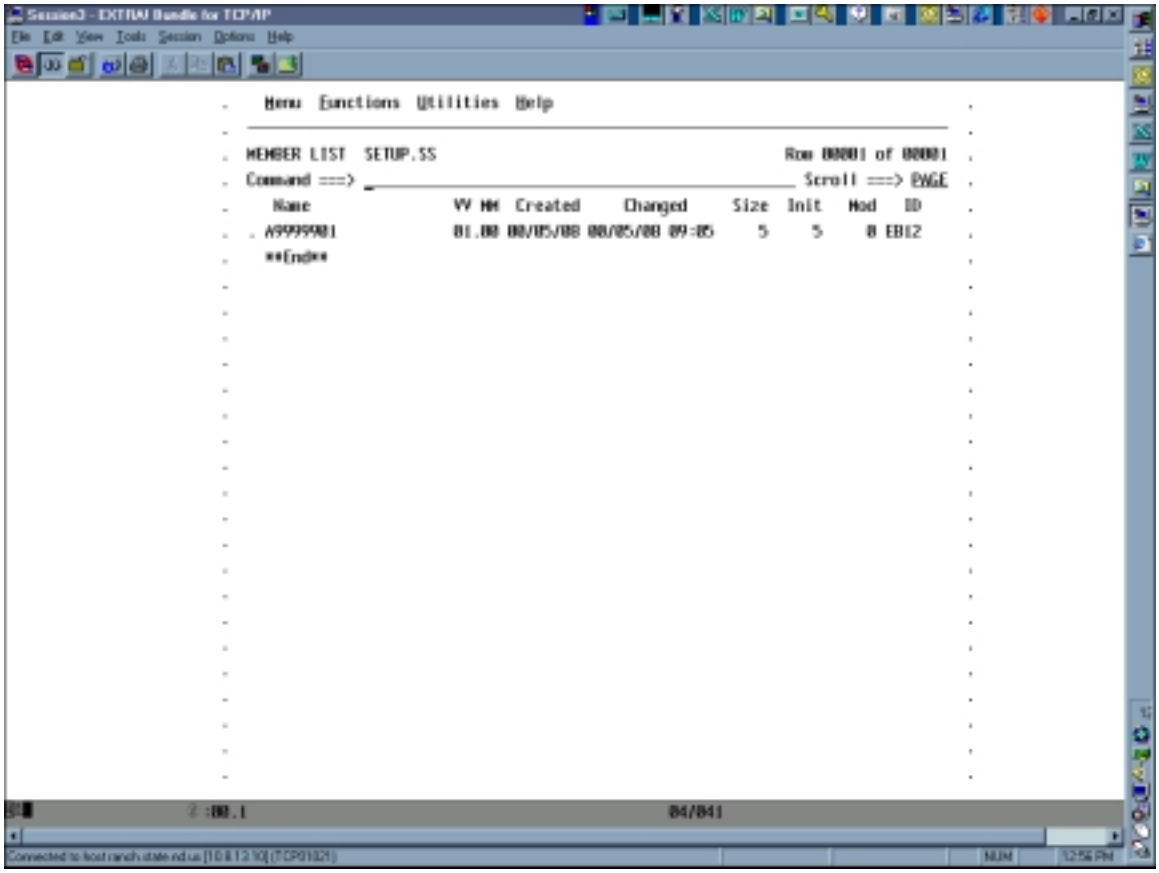
Index:



1. Type “C” for the option.
2. Type the dataset suffix in “DATA SET NAME: SETUP.”
3. Type the member name in “ENTER MEMBER NAME:”
4. Press enter.
5. Press F3 to return to the SETUP MAIN MENU.

CHANGE A SETUP CARD (cont):

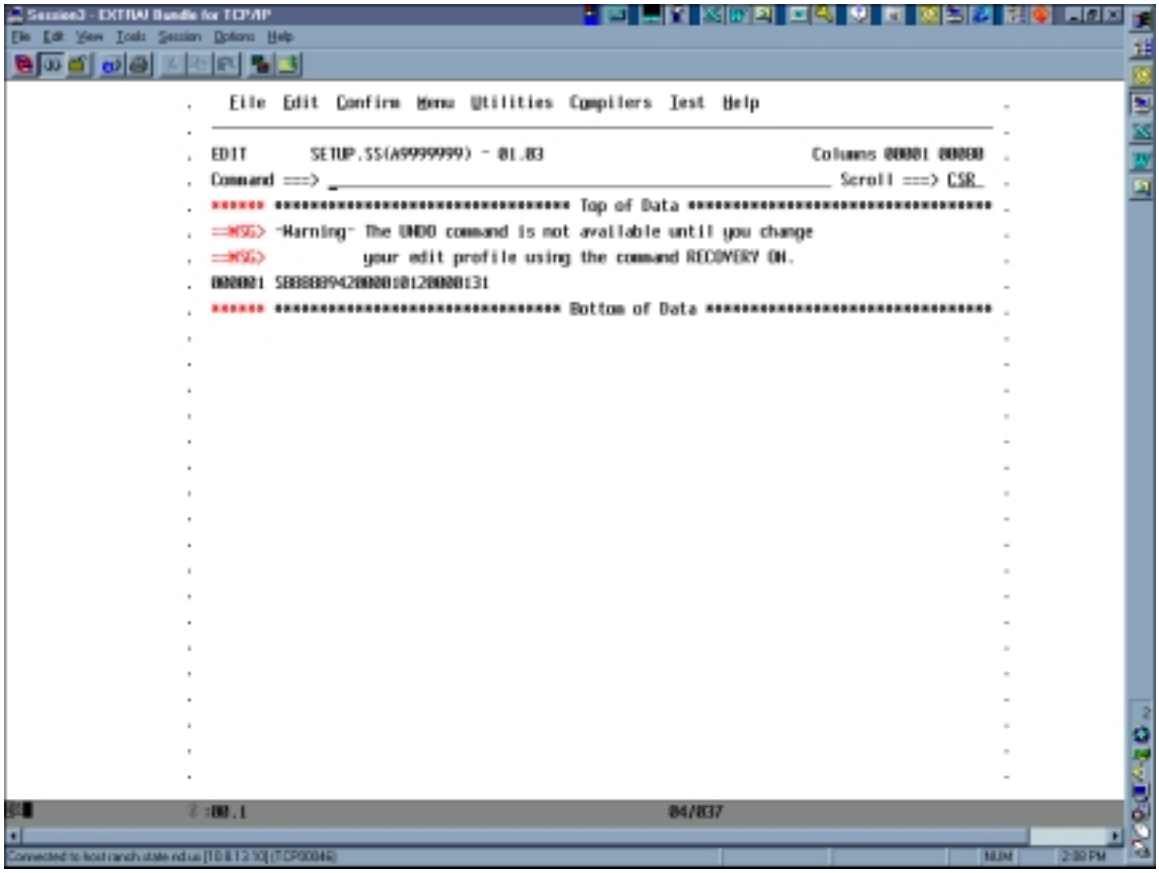
Index:



1. This screen displays statistical information about the setup member.
2. Type “S” beside the member.
3. Press enter.
4. Press F3 to return to the SETUP CARDS menu.

CHANGE A SETUP CARD (cont):

Index:



1. Tab down to the data line and make changes.
2. On the line numbers you can use the following commands:
    - I Insert a line.
      Each time you type something then press enter, another blank line until you press enter from a blank line.
    - R Repeat a line.
    - C Copy a line.
    - D Delete a line.
      (Additional line command help can be obtained by pressing F1).

    - COLS - Add a ruler line.
      The ruler line is not a permanent part of the file. It will be removed when you save the member, or type RESET on the command line.

    - RESET – On the command line will remove messages, ruler line, etc.
      (NOTE – the 'HOME' key will place the cursor on the command line).

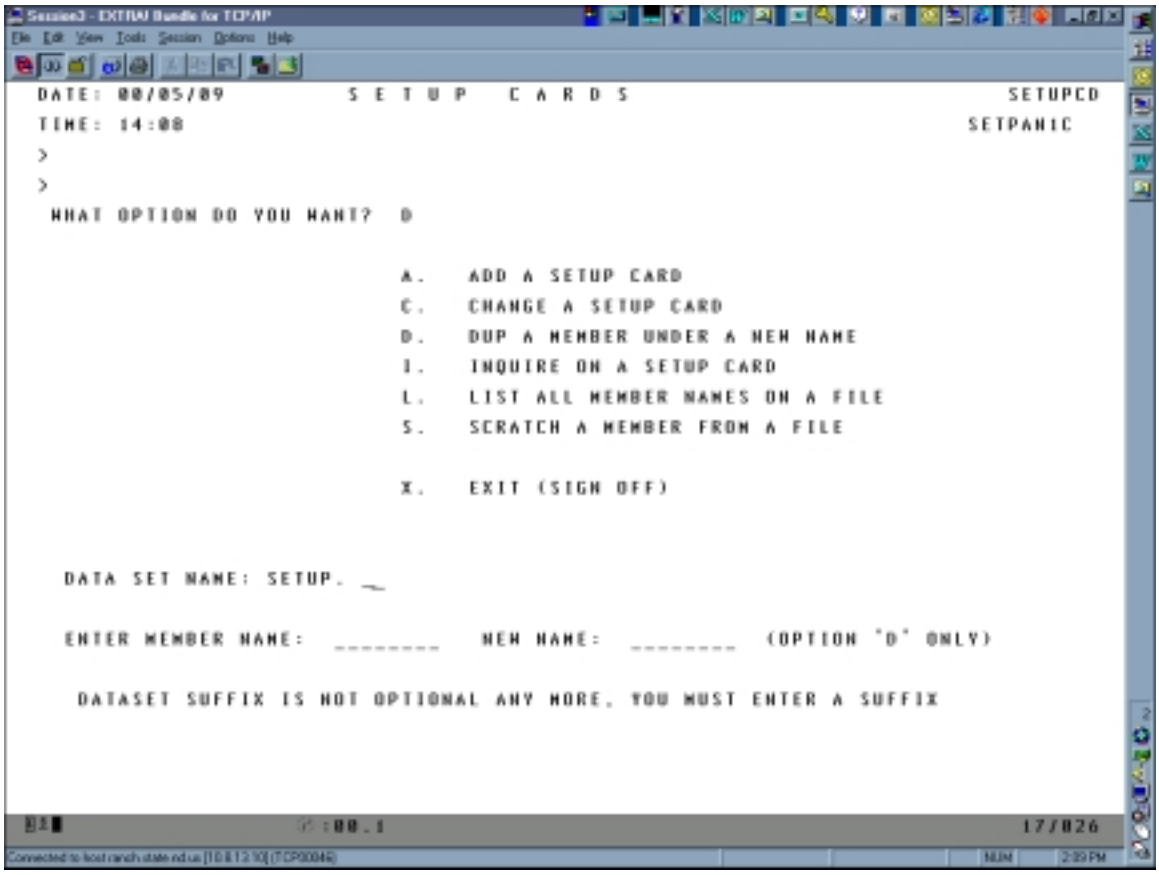
3. To cancel changes made, type CANCEL on the command line.
4. Press F3 to SAVE and return to SETUP CARDS menu.

DUP A MEMBER UNDER A NEW NAME:

Index:

1. One Reason you may want to duplicate a member name is if you wish to request more than one run of a job in one night with two different setup selections. Make the first member A0010101 (for example) and make a member A0010102 (for example) for the second run.

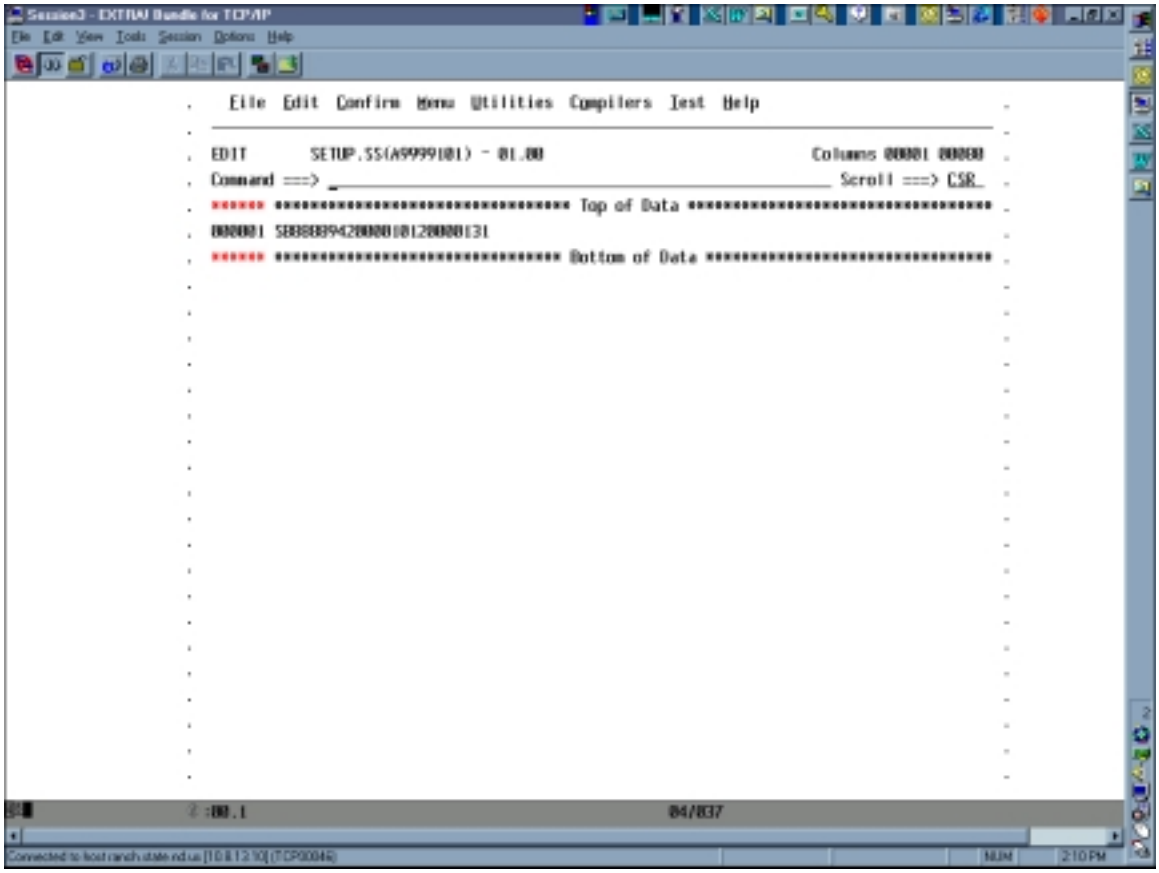
2. Another reason you may want to duplicate a member, is if you have a version you use a lot (example: A0010101), and another version you use occasionally (example: A0010102). This way you don't have to change the first member for the occasional need. You would change A0010102 and let ITD know on the run request to use A0010102 for this run.



1. Type "D" for the option.
2. Type the dataset suffix in "DATA SET NAME: SETUP."
3. Type the member name in "ENTER MEMBER NAME:"
4. Type the new name in "NEW NAME:"
5. Press enter.
6. Press F3 to return to the SETUP MAIN MENU.

DUP A MEMBER UNDER A NEW NAME (cont):

Index:



1. Tab down to the data line and make changes.
2. On the line numbers you can use the following commands:
    - I Insert a line.
      Each time you type something then press enter, another blank line until you press enter from a blank line.
    - R Repeat a line.
    - C Copy a line.
    - D Delete a line.
      (Additional line command help can be obtained by pressing F1).

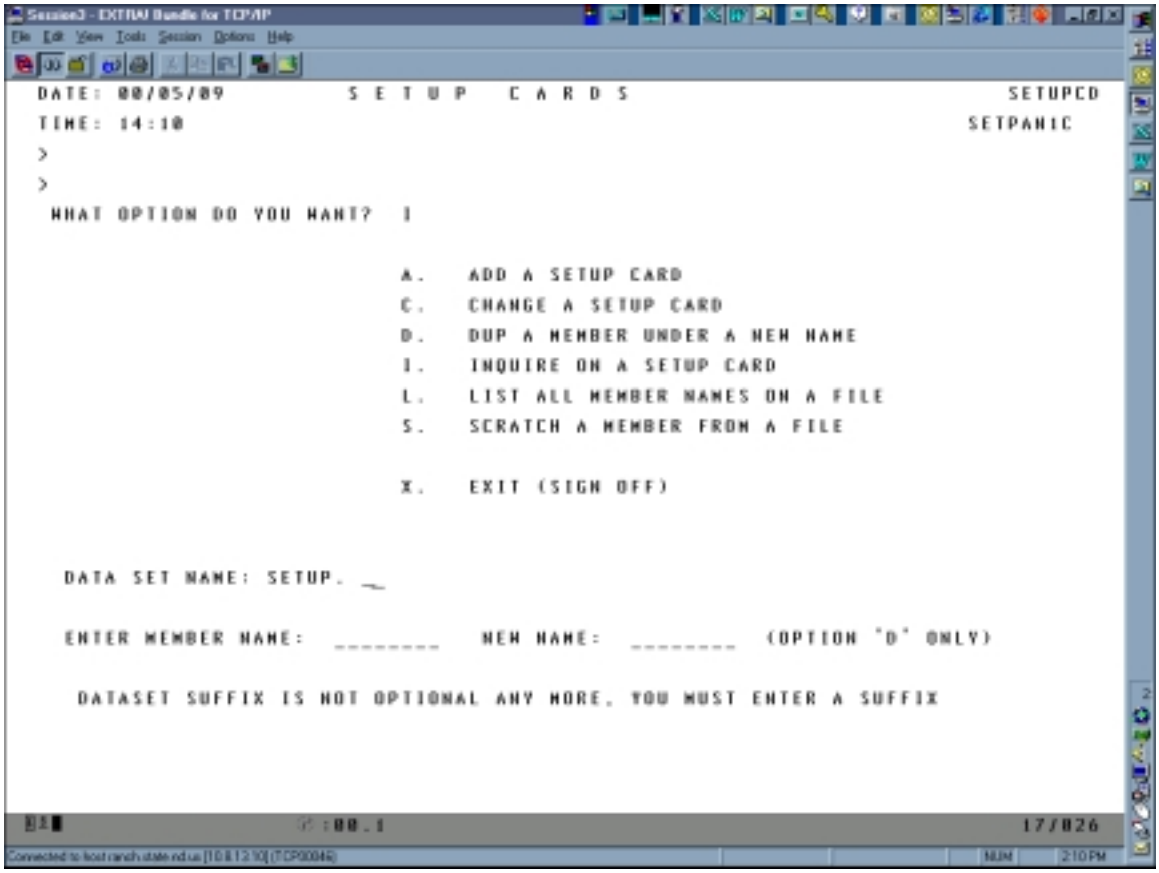
    - COLS - Add a ruler line.
      The ruler line is not a permanent part of the file. It will be removed when you save the member, or type RESET on the command line.

    - RESET – On the command line will remove messages, ruler line, etc.
      (NOTE – the 'HOME' key will place the cursor on the command line).

3. To cancel changes made, type CANCEL on the command line.
4. Press F3 to SAVE and return to SETUP CARDS menu.

INQUIRE ON A SETUP CARD:

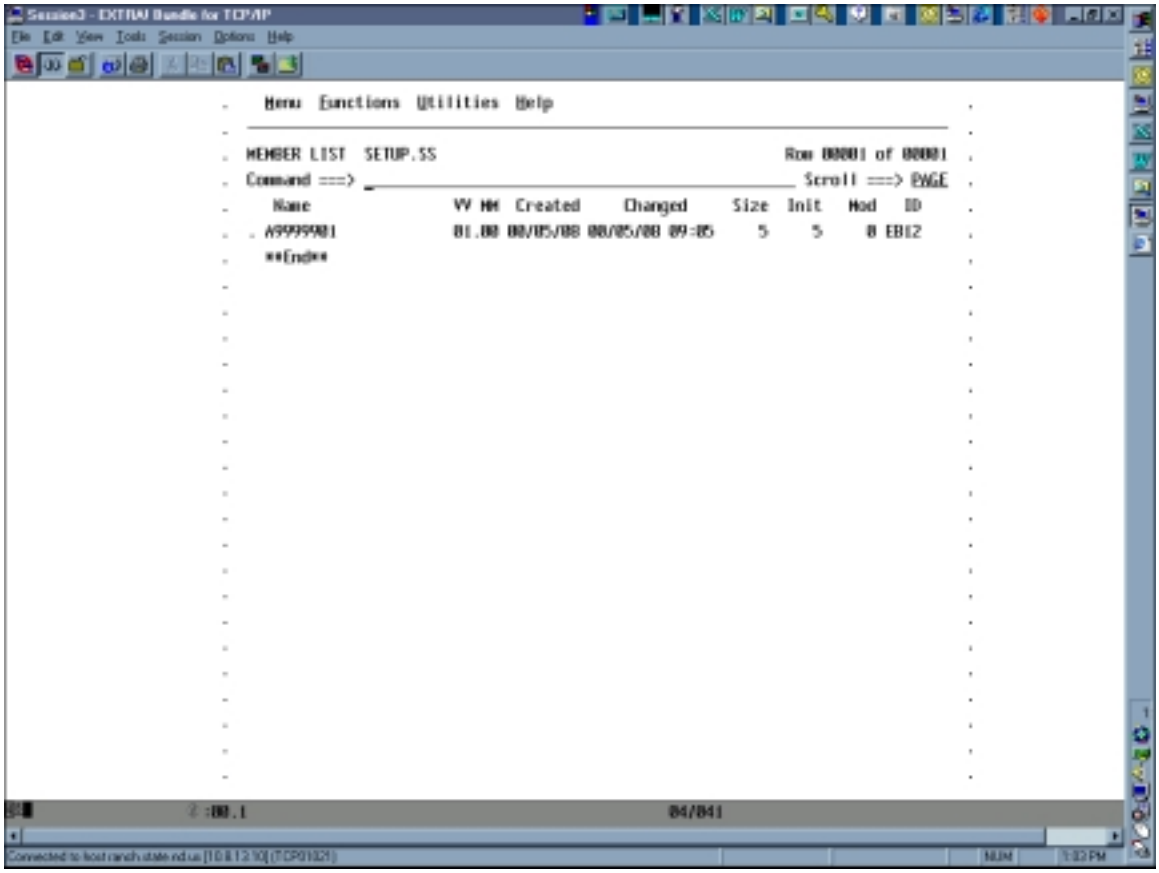
Index:



1. Type “I” for the option.
2. Type the dataset suffix in “DATA SET NAME: SETUP.”
3. Type the member name in “ENTER MEMBER NAME:”
4. Press enter.
5. Press F3 to return to the SETUP MAIN MENU.

INQUIRE ON A SETUP CARD (cont):

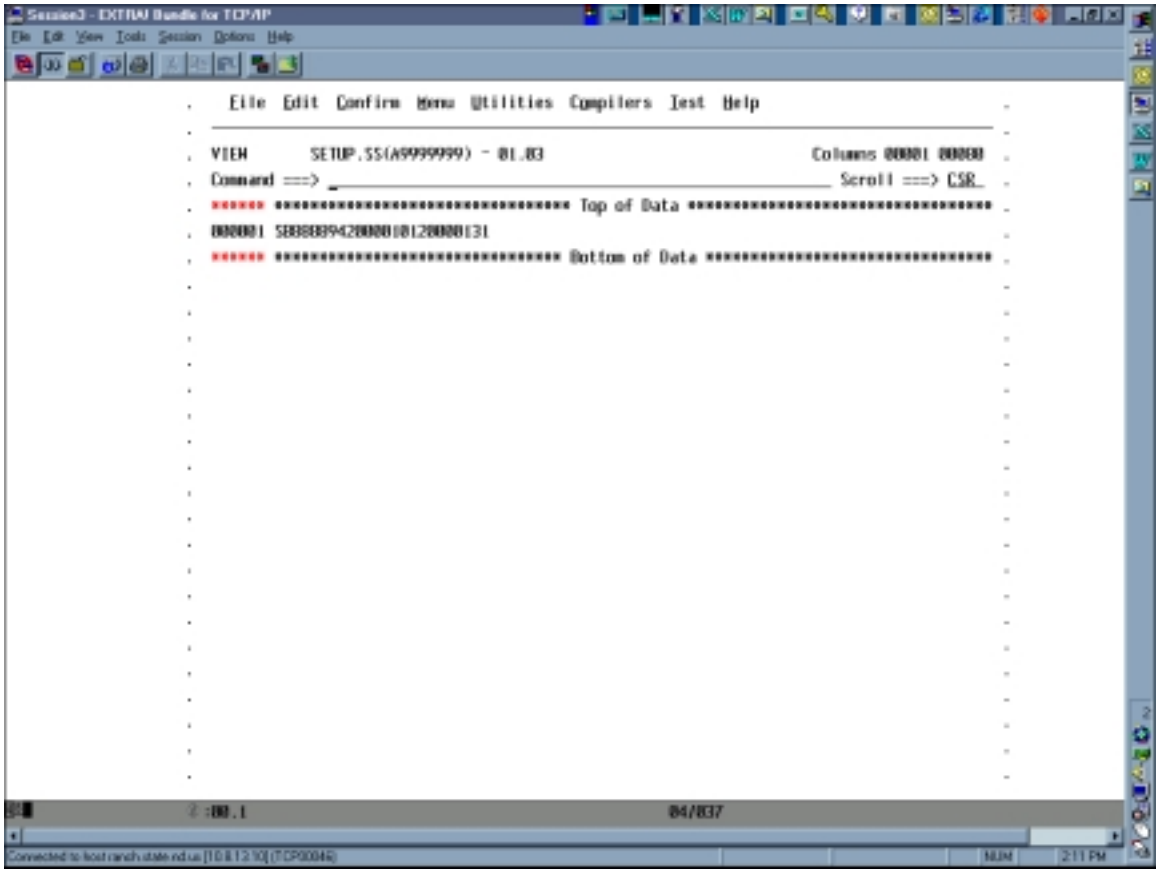
Index:



1. This screen displays statistical information about the setup member.
2. Type “S” beside the member.
3. Press enter.
4. Press F3 to return to the SETUP CARDS menu.

INQUIRE ON A SETUP CARD (cont):

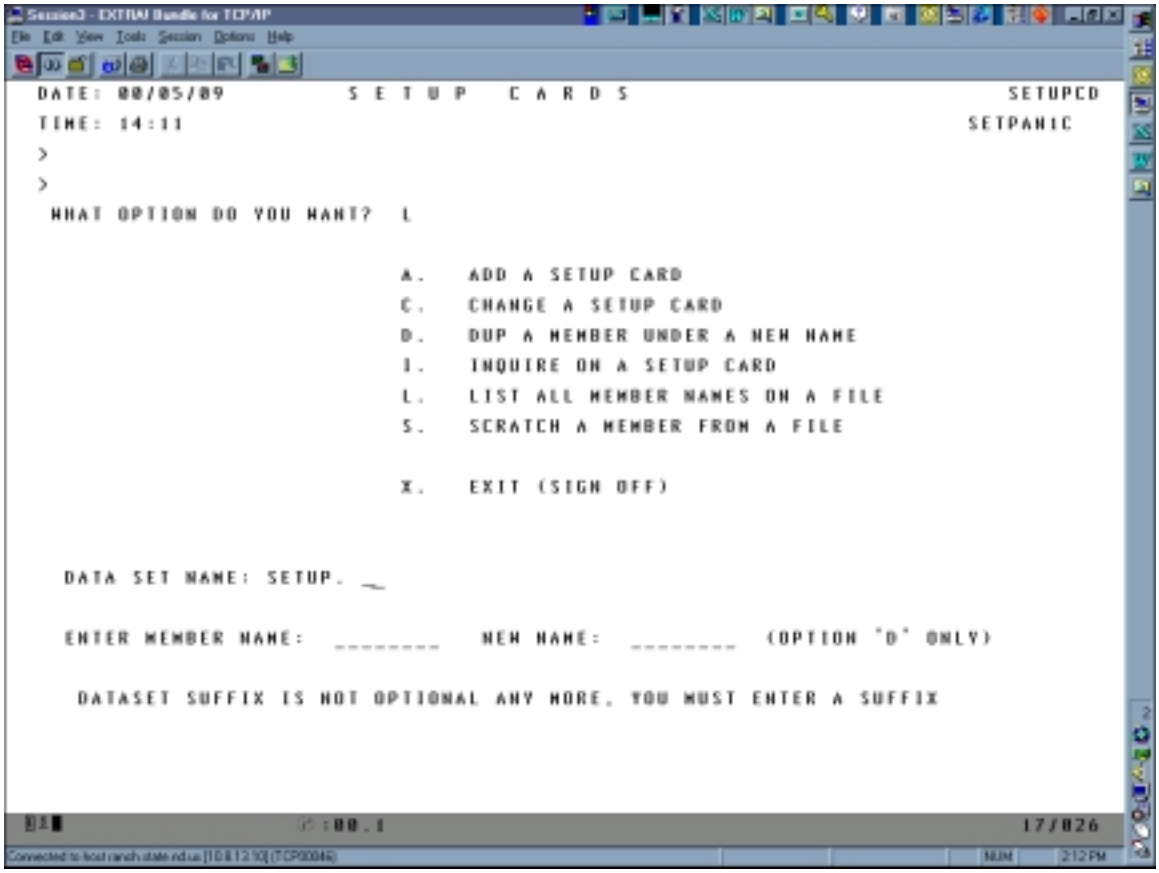
Index:



1. This option shows the setup card in “VIEW” mode. No changes can be made.
2. Press F3 to return to SETUP CARDS menu.

LIST ALL MEMBER NAMES ON A FILE:

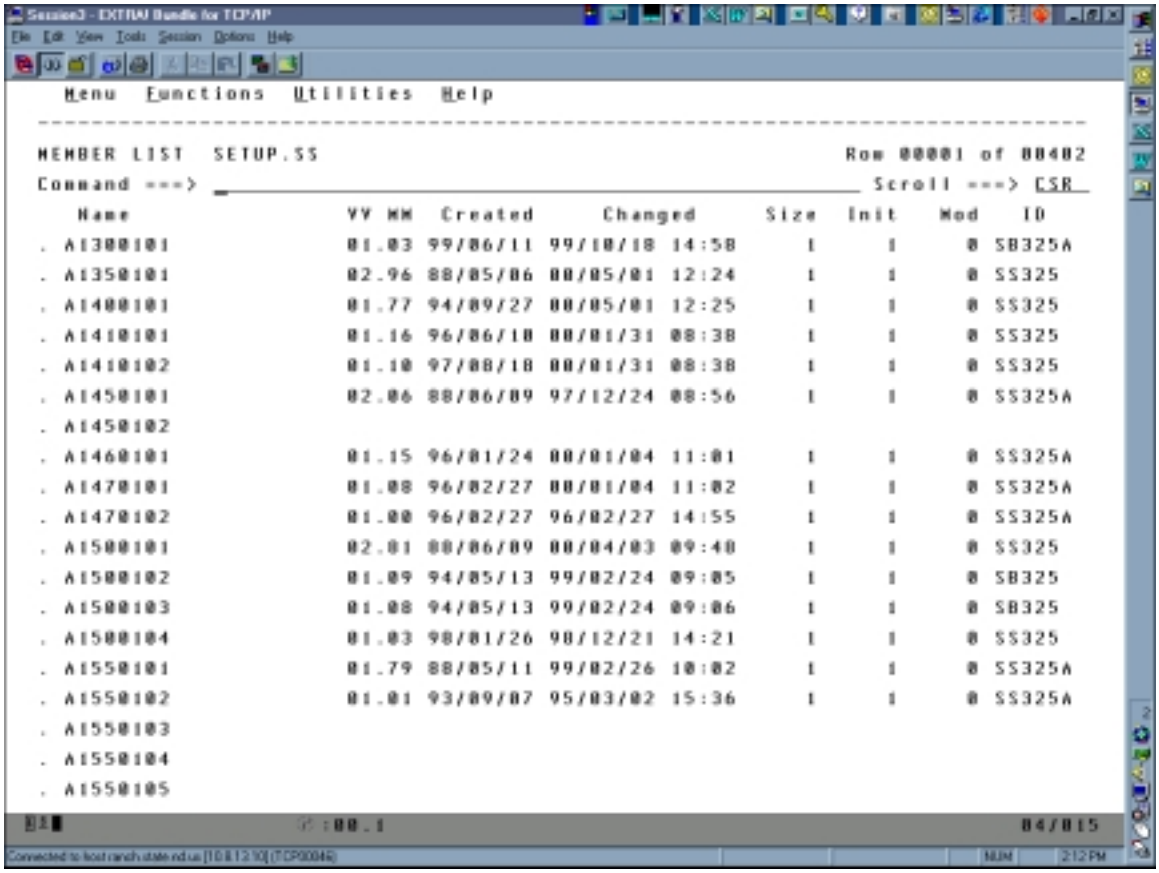
Index:



1. Type “L” for the option.
2. Type the dataset suffix in “DATA SET NAME: SETUP.”
3. Press enter.
4. Press F3 to return to the SETUP MAIN MENU.

LIST ALL MEMBER NAMES ON A FILE (cont):

Index:

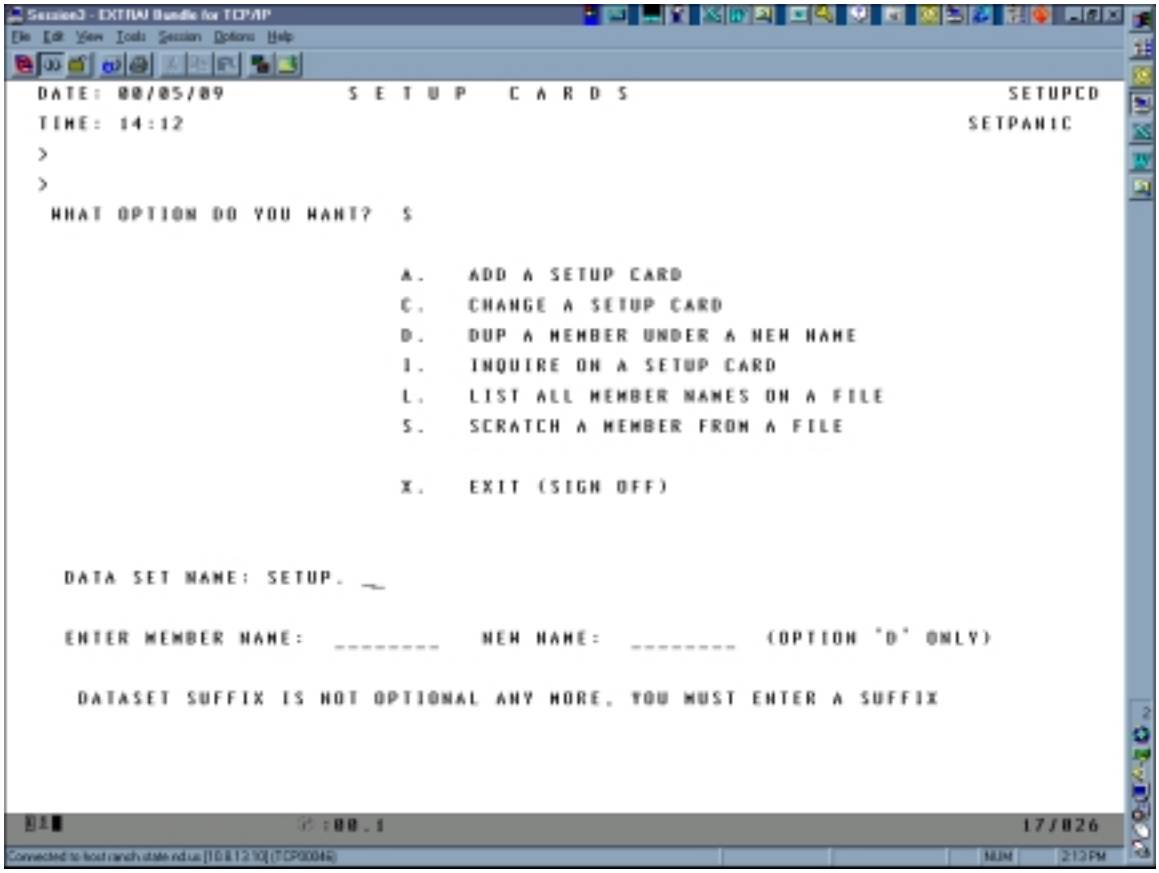


1. A list similar to this one will be displayed.
2. On the command line, the following commands can be used.
   - TOP – move to the top of the list.
   - BOTTOM – move to the bottom of the list.
   - L member – locate a specific member in the list.
     (Additional line command help can be obtained by pressing F1).

3. Press F3 to return to SETUP CARDS menu.

SCRATCH A MEMBER FROM A FILE:

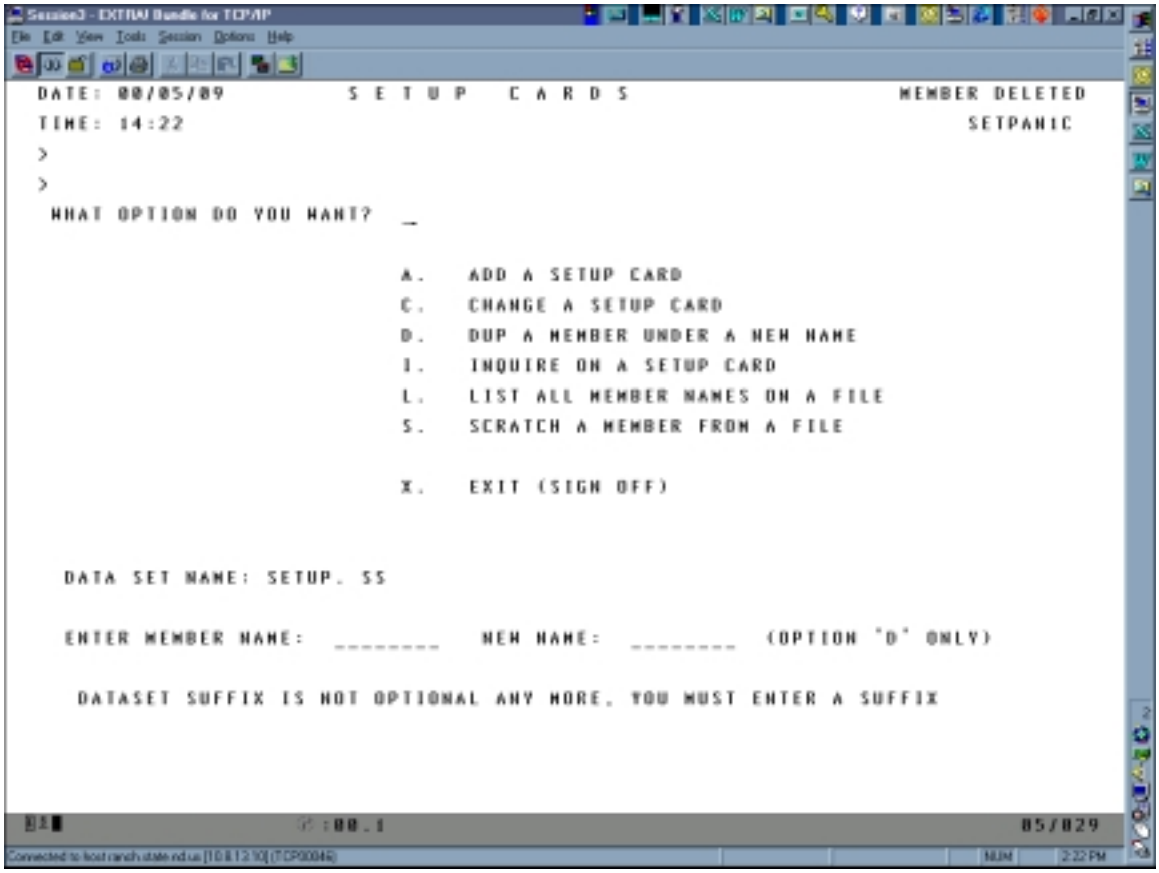
Index:



1. Type “S” for the option.
2. Type the dataset suffix in “DATA SET NAME: SETUP.”
3. Type the member name in “ENTER MEMBER NAME:”
4. Press enter.
5. Press F3 to return to the SETUP MAIN MENU.

SCRATCH A MEMBER FROM A FILE (cont):

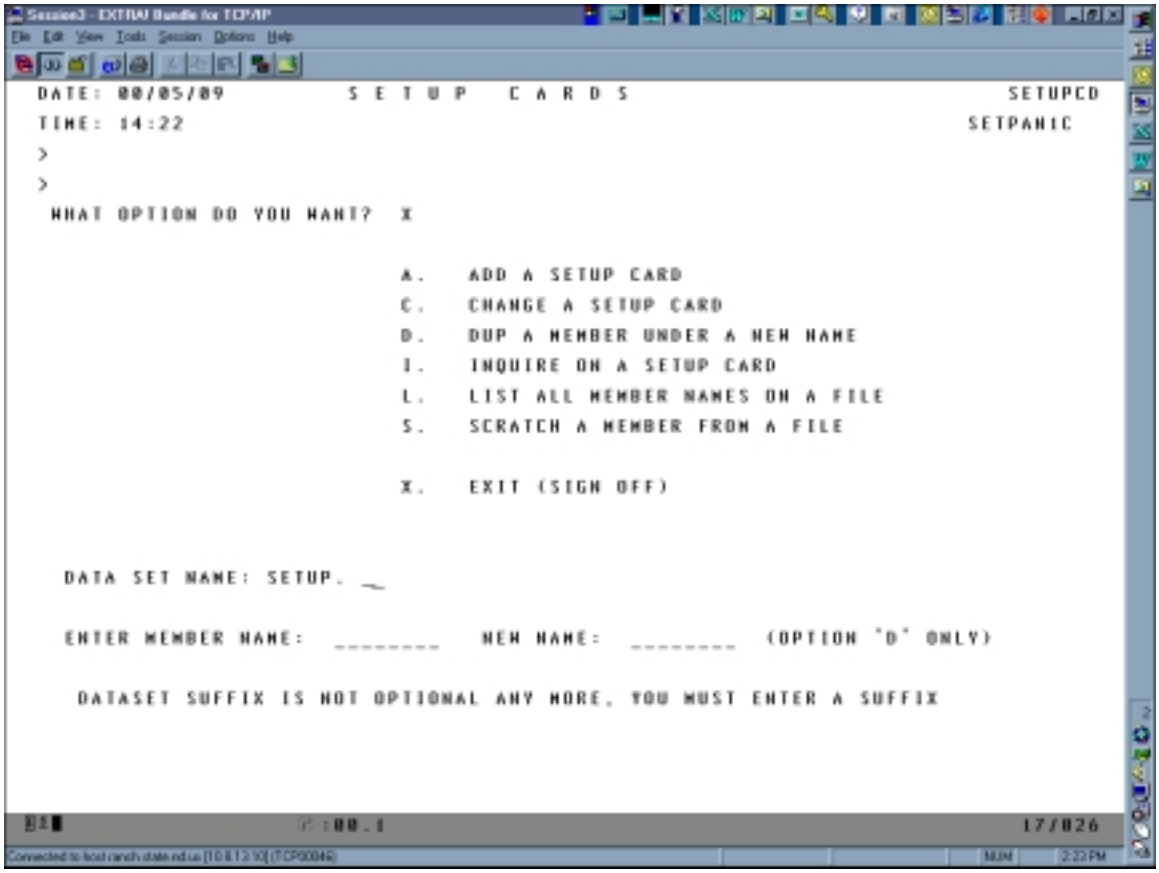
Index:



1. The message “MEMBER DELETED” appears in the upper right corner.
2. Press F3 to return to the SETUP MAIN MENU.

EXIT:

Index:



1. Enter “X” and enter, or press F3 to return to the SETUP MAIN MENU.